

RESTAURANT

In order to operate a restaurant in Lowell you'll need to apply for a Food Permit with the City of Lowell Development Services Division. You'll also need to become or hire a certified "Food Safety Manager". In addition to the Servesafe course, you or one of your full-time employees will need to take a food allergy awareness training class.

For a list of ServeSafe training courses in your area and class' schedule check here for the MA Food Protection Manager Certification Exam and Trainer's Directory:

<http://www.mass.gov/eohhs/docs/dph/environmental/foodsafety/food-safety-exam-trainers.pdf>

You must contact the City's Sanitary Code Enforcement Inspector to obtain a Food Establishment Permit Application. For more information:

Department of Planning & Development/ Development Services Division

375 Merrimack St, 2nd floor

Lowell, MA 01852

(978) 674-4144

M-F, 8:00 AM -5:00 PM

You application must contain the following:

- Floor plan- must include the entire layout of the restaurant. It does not need to be professionally done, but will need to indicate the location of tables and chairs, kitchen/food prep, counter, bathrooms, and front/back/ emergency exit doors.
- Owner's Name and phone number
- Name and address of the establishment
- Name and contact information for the person directly responsible for the Daily Operations of the restaurant
- ServeSafe Certificate for the owner or person directly responsible for the Daily Operations of the restaurant or proof that registration to an upcoming course has been obtained.

- If this is an existing restaurant being purchased/ leased, a copy of that establishment's permit or the name and license of the previous owner.
- Anticipated opening date
- Copy of the City's Business Certificate (D/B/A License)- see **Chapter 5** "Registering your Business"

- If this is a change of use and or construction of alterations to the space, you'll need to apply for a Building Permit and a Occupancy Permit - see **Chapter 4** "Permitting & Licensing"

- Payment by Personal check made payable to "The City of Lowell"

You'll also need to fill-out an application for a Dumpster Permit. The size of the dumpster and frequency of trash pick-up with vary depending on the size and volume of your bakery operation. Please contact one of the Sanitary Code Enforcement Inspector for a list of companies that provide commercial trash pick-up in the area.

If you will be operating deep fryers/ frialotors in your establishment, then you'll need to properly dispose cooking oils to be recycled. Commercial trash pick-ups often provide cooking oils removal for a small fee. Please contact one of the Sanitary Code Enforcement Inspector for a list of companies that provide cooking oils recycling.

After your food permit application has been reviewed, an inspector will visit your location and will perform a comprehensive inspection to ensure that the standards of the State Sanitary Code have been followed. If violations are present at the site, the Sanitary Code Enforcement Inspector will work with you to address these issues. After passing inspection, your establishment will receive a food permit within a few days.

The food permit will be valid for 1 year and will be to be renewed on a yearly basis.

There will be a bi-annual inspection to your food establishment to ensure that you continue to abide by the State's Sanitary Code.

